

## Minutes of the Housing Authority of the County of Dodge

The Dodge County Housing Authority met Wednesday, February 27, 2019 in the board room of the Housing Authority office located at 491 E Center Street, Juneau, Wisconsin.

The meeting was called to order at 8:30 am by Shirley Kitchen, Vice-Chairman.

Roll Call: Shirley Kitchen, Mary Reak, Becky Glewen, Eugene Wurtz

Excused: Glenn Stousland

Also Present: Donna Braun, Executive Director and Jamie Rhodes, Housing Supervisor

Pledge of Allegiance

Verification of proper meeting posting

Motion was made by Mary Reak to approve the agenda. The motion was seconded by Eugene Wurtz. Motion carried.

Motion was made by Eugene Wurtz and seconded by Mary Reak to dispense the reading of the January 24, 2019 minutes and approve them as presented. Motion carried.

Public Forum- none

Communications- none

The Financial reports were reviewed. A motion was made by Mary Reak and seconded by Becky Glewen to approve the financial reports as presented. Motion carried.

Bills for Dodge 1, 6, OGLLC, HA and HUD were presented. The Board reviewed check number 18151 from Wegner Electric. A motion was made Eugene Wurtz and seconded by Becky Glewen to approve the bills and pay as due. Motion carried.

Unfinished Business:

Dodge 1, 6 and OGLLC Occupancy Report for period February 2019.

Theresa	12-11	Burnett	12-11	Iron Ridge	8-8	Waupun	48-45
Ashippun	12-12	Lowell	12-12	Juneau	15-15	Oak Gove	24-21
Reeseville	14-13	Hustisford	14-14	Beaver Dam	17-17		

Progress report on Housing Choice Voucher Section 8 Program: Vouchers – 135 + 0 port out

Occupancy report- Reviewed details of occupancy report.

Maintenance report- replaced van tires/alignment. Installing Waupun building 110 handrails and trim. Annual apartment inspections, change smoke detector batteries. Shampoo hall carpets. Reported on other items including Reeseville Fire Panel/fire call, Iron Ridge pipe froze, water leak in Horicon, BD hallway heater.

Tenant/Program participation report- Reviewed details of Tenant/Program Participation Report. Celebrated tenant 90<sup>th</sup> birthday with cake.

Management- Working on OGLLC audit with SVA. Donna will attend WAHA training in April. Jamie will attend WICARH training in April. Received a call from Federal Reserve Bank of Chicago. Donna wrote a letter

of support for CWCAC. Discussed Phase II submission timeline and updates other applicants and WHEDA site visit.

Old Business:

- A. A motion was made by Becky Glewen to approve the bid from Hometown Glass and Improvement to replace the Beaver Dam Exterior doors. The motion was seconded by Eugene Wurtz.
- B. A motion was made by Mary Reak to approve the Dodge 1 2019/2020 budget. The motion was seconded by Becky Glewen.

New Business:

- A. A motion was made by Becky Glewen to approve the write off of stale checks and write off as presented. The motion was seconded Mary Reak. Motion carried.
- B. A motion was made by Mary Reak to approve the HUD 2019/20 admin Budget as presented. The motion was seconded Eugene Wurtz. Motion carried.
- C. A motion was made by Shirley Kitchen to table the Housing Authority Budget. The motion was seconded Eugene Wurtz. Motion carried.
- D. The Board reviewed the A133 3/31/2018 Audit.

The next meeting of the Dodge County Housing Authority is scheduled March 27, 2019 at 8:30a.m.

A motion was made by Eugene Wurtz to adjourn. The motion was seconded by Mary Reak. Motion carried.

Meeting adjourned at 09:40 a.m.

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Glenn Stousland, Chairperson

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Donna Braun, Executive Director

# DODGE COUNTY HOUSING AUTHORITY

491 East Center Street

Juneau, WI 53039

Office 920-386-2866

Fax Number 920-386-2725

## OCCUPANCY REPORT---Rural Development

February 1, 2019

Move-Outs/Move Ins

March 1, 2019

### Dodge 1

Theresa 12-11  
Ashippun 12-12  
Reeseville 14-13  
Burnett 12-11  
Hustisford 14-14  
Lowell 12-12  
Iron Ridge 8-8  
Juneau 15-15  
Beaver Dam 17-17  
Total Vacancies 116 -113  
Percent Vacancy 2.6%

Theresa 12-11  
Ashippun 12-12  
Reeseville 14-13  
Burnett 12-11  
Hustisford 14-14  
Lowell 12-12  
Iron Ridge 8-8  
Juneau 15-15  
Beaver Dam 17-17  
Total Vacancies 116 - 113  
Percent Vacancy 2.6% YTD 5.03%

### Dodge 6

Waupun 48- 45 1 M/O  
Total Vacancies 48-3  
Percent Vacancy 6.3%

Waupun 48-45  
Total Vacancies 48 - 3  
Percent Vacancy 6.3% YTD 4.1%

### Dodge 8/OGLLC

Oak Grove 24 -21 1 M/I  
Percent Vacancy 12.5%

Oak Grove 24-22  
Percent Vacancy 8.3% YTD 10.46%

All Units 188 /179 4.8%

All Units 188/180 4.3%

## HUD HOUSING CHOICE VOUCHER PROGRAM

February 1, 2019

Total program participants paid by Dodge County 135 + 0 port out = 135 total

March 1, 2019

Less 0 household removed  
Less 0 households voluntarily off  
Less 0 port out absorbed  
Less 0 voucher searching  
Added 0 Port In absorbed  
Added 0 New  
Added 0 voucher searching back on program  
Program Participants in Dodge County 135  
Paying for port out 0  
Total program participants we are paying for 135  
Current program participants searching 0  
Current Vouchers Issued 0  
Waiting List / with local preference, and not very low 2736/3156

Prepared – March 22, 2019